



Manager's Report

For Council Meeting 4/24/01

FINANCE

Listed below are the new businesses licensed during this period:

<u>Business Name</u>	<u>Address</u>	<u>Business Type</u>
AAA Northern VA	29 Sycolin Rd SE	Driver Training
Atlantic Deck Co	132 Chesterfield Pl SW	Deck Construction
Axiom Staffing Group Inc	11660 Alpharetta Hwy #545	Temporary Staffing
Barney's New York Outlet #419	241 Ft Evans Rd NE #1173	Retail – Clothing
Bebe Stores Inc	241 Ft Evans Rd NE #1337	Retail - Clothing
Books A Million	59-B Catocin Cr NE	Retail - Books
Brooke Rental Center Inc	309 Parker Ct SE	General Rental
BST Services	215 Wingate Pl SW	Landscaping Services
D J & S Cleaning	807-F –201 Ed Ferry Rd NE	Residential Cleaning
Double D Towing & Recovery	2 Fairfax St SE	Towing & Recovery
Gairy's Soccer Clinic	201 Golden Larch Ter NE	Soccer Lessons
Graphic Outpost	36-15 Ft Evans Rd NE #9	Graphic Design
Garcia, Jose A	775 Gateway Dr SE #213	Handyman
Headcount	109 Stratford Pl SW	Placement Agency
Hoag & Company LLC	21 Wirt St SW	Consulting
Jackson, Eleanor	85 Hancock Pl NE	Avon
Jan's Typing	125-C Clubhouse Dr SW #7	Word Processing
LaLumiere, Stephanie	604 Country Club Dr SW	Hair Salon
Meridian Communications Inc	627 Burnside Ter SE	Consulting
Mike's Custom Painting	111 Catocin Cr SW	Painting
Oil Wizard, The	36-2 Ft Evans Rd NE #10	Oil Change & Lube
Old Fashioned Cleaning	715 S King St	Cleaning Services
R Solution Inc	1255 Barksdale Dr NE	Computer Services
Reemechan Associates	134 Burnell Pl SE	Business Consulting
Rodriquez Painting	319 Valley View Ave SW	Painting Contractor
Thomson, Robyn Ayn	344 Deerpath Ave SW	Speech Therapy
VAMAC	14 Cardinal Park Dr SE	Wholesale Plumbing
Village Autos	2 Fairfax St SE	Used Car Sales

PERSONNEL

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

New Hires	Position	Department
Raymond Ulrich	Maintenance Worker I	Streets

Resignations	Position	Department
None		

PLANNING AND ZONING**Current Planning Division Activity****Plans accepted for review during the period April 2, 2001-April 16, 2001**

- Airport Commerce Park
- Edwards Landing Phase 2B
- Stratford/Ryland Hope Parkway
- Georgetown Mews
- Harvest Square Lot 5
- Loudoun Sport and Health
- Ida Lee Park Trail
- Sycamore Hill Lot 361
- Loudoun County Courts (Pennington Lot)
- Potomac Crossing Section 10
- Honican Subdivision
- Airport North Area Development
- Leesburg Airpark Lot D

Plans reviewed during the period April 2, 2001-April 16, 2001

- Edwards Landing Phase 4
- Potomac Section 8H Final Plat
- Potomac Station Section 8I Final Plat
- Airport Commerce Park Final
- Georgetown mews
- Potomac Crossing Section 8
- Leesburg Executive Airport
- Tavistock Multi-Family and Commercial
- Hampton Inn

ZONING PERMITS ISSUED 01-369 - 01-452**NEW CONSTRUCTION RESIDENTIAL**

Potomac Crossing 5 SFD @ \$105,000
Beauregard Heights 1 SFD @ \$125,000
Potomac Station 11 SFD @ \$105,000
1 SFD @ \$100,000

New Construction Commercial

50 Ida Lee Drive Indoor Pool w/ weight room for Ida Lee (Town of Leesburg)
25 West Market Street Temporary Stage for Town of Leesburg
29 Sycolin Road SE Divide open space into offices & small addition
241 Fort Evans Rd Leesburg Corner Premium Outlet Mall Motherhood Maternity @ \$46,000

Occupancy Permits Residential

Tavistock Farms- 1 SFA
1 SFD
Sycamore Hill- 1 SFA
Stratford SFA- 4 SFA
Potomac Station- 7 SFD
3 SFA
Potomac Crossing- 3 SFD
Drymill- 1 SFD
Kincaid Forest - 3 SFD
Woodlea Manor- 1 SFD

Occupancy Permits Commercial

21 Catoctin Circle, N.E.
14 Cardinal Park Dr. SE Suite, 101
14 Cardinal Park Dr. SE Suite, 102
14 Cardinal Park Dr. SE Suite, 108
606 S. King Street – James Monroe Bank
2 Fairfax St., S.E. Village Autos
751 Miller Drive, Suite E-5 Noldus Leesburg Air Park
80 Prosperity Center Hotel Squared Prosperity Center
241 Fort Evans Road NE #1301 Aerosoles Leesburg Corner Premium Outlet Mall

UTILITIES**Water Supply Division****Training**

William Hull successfully completed Volume I, Water Treatment Plant Operations Correspondence Course, Sacramento University.

Miscellaneous

Virginia Department of Health (VDH) conducted its annual inspection of the Water Treatment Plant on March 27, 2001. The VDH report reflected the Water Treatment Plant to be in good operating condition with no discrepancies noted.

Capital Projects Update**Water Treatment Plant Upgrade to 10 MGD**

The contractor is performing the following operations:

1. Conducting mechanical and electrical operations
2. Performing painting and special coating applications
3. Temporary Laboratory relocation is complete. Demolition of the old laboratory has begun.
4. Control system equipment calibrations are in progress.
5. Clearwell entries have begun.

WTP Expansion Project Status

Dollar value complete 94 % Time Elapsed 119%

The contractor continues to be approximately 120 days behind schedule.

Project substantial completion date was December 28, 2000. No time extension has been agreed upon, therefore, liquidated damages are being held at a rate of \$1,000.00 per day.

Water Pollution Control Division**Capital Projects****Biological Nutrient Removal Upgrade (BNR)**

- Construction value is 88% completed, construction cost to date is \$4,939,461.
- Final completion is approximately 30 days behind the extended date of July 22, 2001.
- Grant Funds received to date: \$5,608,291 with an approved balance of \$869,443 and approximately \$120,000 in additional grant eligible costs, which will be requested under grant modification number 3 at the completion of the BNR and BMU projects.

Biosolids Management Upgrade (BMU)

- Construction value is 60% complete. Construction cost to date is \$5,674,386.
- Construction is on schedule to meet the extended completion date of September 14, 2001.
- Loan funds received to date: \$8,710,291.

Utility Lines Division**Training**

Held product demo at Town Shop showing the installation of chimney seals.

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- Loan funds received to date: \$8,710,291.

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PERSONNEL VACANCIES

TOWN OF LEESBURG
Full-Time Positions being Recruited as of May 4, 2001

Department	Position Title	Date of Vacancy	Ad Placed	Apps Received	Prelim Interview	Final Interview	Offered	Rejected	Accepted
Executive	1 Management Intern	07/01/2001	✓	✓	✓	✓	✓		
Econ Development	1 Administrative Secretary	03/09/2001	✓	✓					
Eng & PW	1 Asst Bldgs Supt	01/24/2001	✓	✓					
	1 Engineer I - Spec Proj	01/24/2001	✓	✓					
	1 Engineer I - Traffic	01/24/2001	✓	✓					
	1 Construction Inspector	02/09/2001	✓	✓	✓	✓			
Planning & Zoning	1 Secretary	03/26/2001	✓	✓					
Utility Lines	1 Construction Inspector	01/24/2001	✓	✓					
GRAND TOTAL		8							